

Position Announcement

Senate Republican Staff Counsel/Policy Analyst Washington State Senate Republican Caucus

The Washington State Senate Republican Caucus is seeking a qualified candidate to fill a position for a Staff Counsel or Policy Analyst. This is permanent, full-time position.

JOB DESCRIPTION:

Conduct thorough legal, policy, and fiscal research and analysis. Develop and evaluate policy alternatives for Senators. Draft and analyze legislation, memorials, resolutions and amendments. Respond to inquiries on a wide variety of policy and budget issues related to the committee assignment areas of health care and human services and corrections.

QUALIFICATIONS:

- Graduate degree in public administration, business administration, or law.
- Minimum of 5 years of public policy or related work experience
- Knowledge of the legislative process.

SKILLS:

- Research and analyze complicated public policy issues
- Communicate clearly and concisely in writing and orally
- Think strategically, both short term and long term
- Research laws and professional literature
- Work under the pressure and time constraints of a legislative session
- Deal with conflicting and fast-changing demands on your time and skills
- Be pro-active and self-directed

THE WASHINGTON STATE SENATE is an Equal Opportunity Employer.

SALARY RANGE:

DOQ

TO APPLY: Please submit the following by October 7th:

1. Resume
2. A letter of interest responding to items in the announcement
3. A list of references
4. Recent samples of your writing (2 brief examples)

TO: Senate Republican Caucus
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